



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

November 8, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
JOB ORDER CONTRACT CONSULTING SERVICES
AWARD CONSULTANT SERVICES AGREEMENT
SPECIFICATIONS VARIOUS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

This action will award and authorize the Director of Public Works, or her designee, to execute a consultant services agreement with The Gordian Group, Inc., for Job Order Contract consulting services to assist the Department of Public Works in administering its Job Order Contract program.

IT IS RECOMMENDED THAT YOUR BOARD:

Award and authorize the Director of Public Works, or her designee, to execute a consultant services agreement with The Gordian Group, Inc., for Job Order Contract consulting services to assist the Department of Public Works in administering its Job Order Contract Program and to continue providing services on those projects that are underway, but have not yet reached completion prior to the expiration of The Gordian Group, Inc., current contract on December 12, 2011, at a tiered fee not-to-exceed 1.95 percent of the dollar amount of each project work order, for a three-year term with two optional one-year renewals; and authorize the Director of Public Works, or her designee, to exercise the renewal options in her or their discretion.

"To Enrich Lives Through Effective And Caring Service"

***Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only***

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will allow the Department of Public Works (Public Works) to retain the assistance of a specialized, competitively selected consultant who can provide support services, which are essential to the implementation and continuation of the Job Order Contract (JOC) Program.

JOC is a flexible, cost-effective unit price contracting method used by Public Works for the maintenance, repair, and refurbishment of County infrastructure and facilities. Public Works' management and implementation of the JOC Program is enhanced through the use of specialized consultant services that include conducting market research to determine local prevailing costs for construction, equipment, materials, and labor for vertical construction, horizontal construction, general work, and demolition; preparing and updating detailed construction cost catalogs that include unit prices and technical specifications; maintaining project control and estimating software; and providing technical support as needed.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by increasing the County's ability to manage workload fluctuations in a responsive manner and provide responsive, efficient, and high-quality public service.

FISCAL IMPACT/FINANCING

The JOC consultant services agreement (Agreement) with The Gordian Group, Inc., will establish a tiered fee structure not-to-exceed 1.95 percent of the dollar amount of each project work order for a three-year term with two optional one-year renewals, which may be exercised at the sole discretion of the County. For the first \$10 million in as-needed JOC work orders, the County will pay a fee of 1.95 percent on each work order. When the aggregate work order dollar value is between \$10 million and \$25 million, the fee is reduced to 1.50 percent for work orders in that range. When the aggregate work order dollar value exceeds \$25 million, the fee is reduced to 1.25 percent for succeeding work orders.

The Agreement will be financed through the appropriate funds for capital, refurbishment, maintenance, or infrastructure projects.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Agreement will be in the form previously reviewed and approved by County Counsel. The proposed Agreement has been solicited on an open competitive basis and in accordance with applicable Federal, State, and County requirements. The consultant will be in compliance with the Chief Executive Officer's (CEO) and your Board's requirements.

Award of the Agreement will not result in unauthorized disclosure of confidential information and will be in full compliance with Federal, State, and County regulations. The Agreement will contain terms and conditions supporting your Board's ordinances, policies, and programs, including, but not limited to: County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs, Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; and the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; Defaulted Property Tax Reduction Program, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

Data regarding the proposers' minority participation will be on file with Public Works. The contractors will be selected upon final analysis and consideration without regard to race, creed, color, or gender.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are exempt from the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that approval of the actions may have a significant impact on the environment pursuant to Section 15061(b)(3) of the State CEQA Guidelines. The proposed actions are covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Your Board's approval of the Agreement does not include approval of the work done pursuant to the specific contracts.

The implementation of each work order under any JOCs shall be subject to prior determination and documentation by Public Works that the work is categorically exempt from CEQA. In the event the work is not exempt, your Board will be requested to approve the appropriate environmental finding and any applicable documentation pursuant to CEQA prior to implementation of work orders under the contracts.

CONTRACTING PROCESS

On March 15, 2011, Public Works issued a Request for Proposals (RFP) to 36 firms. On April 5, 2011, two firms responded to the RFP. An Evaluation Committee composed of staff from the CEO and Public Works, evaluated the proposals. Each firm's proposal was evaluated on its proposed work plan, experience, personnel, qualifications, and understanding of the work requirements in the RFP. These evaluations were completed without regard to race, creed, color, or gender. From these proposals, the Evaluation Committee recommended The Gordian Group, Inc., as the best-qualified firm to perform the specified services.

As requested by your Board on February 3, 1998, the RFP was listed on the Doing Business with Us website. A copy of the website postings are attached for your reference.

The Gordian Group's, Inc., Community Business Enterprises participation data and three-year contracting history are on file with Public Works.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended Agreement as this Agreement is for non-Proposition A services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services.

The Honorable Board of Supervisors
November 8, 2011
Page 5

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and the Department of Public Works, Architectural Engineering Division.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
SW:RB:cbv

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Public Works